

**Town of Weston**  
**Development Review Board**  
**Minutes of Meeting**  
**January 13, 2022**

**Present:** Deborah Granquist, Carrie Chalmers, Tom Foster, Ann Fujii, Jeff Lennox, Debra Lyneis, Susan Morris

**Public:** Will Goodwin, Zoning Administrator; Jim Murphy, Little Pond Partners, LLC

**Note:** The meeting was conducted remotely through Zoom, with Ann Fujii, Tom Foster and Will Goodwin attending remotely from the Weston Town Office.

Deborah Granquist called the meeting to order at 5:08 PM.

**1. Minutes.** Motion to approve the minutes of November 10, 2021

Mover: Carrie Chalmers

Seconder: Jeff Lennox

Result: Unanimously approved

**2. Rules of Procedure.**

- **Section V: Meetings, Quorum:** The draft will be amended to state that “a quorum shall consist of a majority of the entire board (regular members only).” If four members are not available, an alternate board member may participate, although the Select Board has not yet appointed alternate DRB members.

- **Section V: Meetings and Section VII: Public Hearings.** Both sections will state that meetings will be held at the Weston Town Office with an additional remote electronic option as necessary.

- **Motion** to approve the Rules of Procedure as so amended.

Mover: Tom Foster

Seconder: Carrie Chalmers

Result: Unanimously approved

- **Meeting date.** Members will complete an online poll to set a regular monthly meeting day and time.

**3. Subdivision items.**

- The proposed Little Pond Subdivision would lie in both Weston and Andover with access through Andover. According to the VT League of Cities and Towns, joint meetings are not required. Each town has its own jurisdiction within its boundaries.

- The board discussed the procedure for approving a subdivision. The board will follow Weston’s Subdivision Regulations and long-time Planning Commission practice of holding three meetings: sketch plan review, preliminary hearing and final hearing.

**4. No other business.** Motion to adjourn at 6:03.

Mover: Carrie Chalmers

Seconder: Ann Fujii

Result: Unanimously approved.

Respectfully submitted, Debra Lyneis, Secretary